

26 MAY 1973

MEMORANDUM FOR: Deputy Director for Management and Services

FROM: Secretary, CIA Management Committee

SUBJECT: CIA Management System: Performance Evaluation
and Annual Report

1. The attached directive outlines the procedures for handling the performance evaluation and annual report requirements of the CIA Management System.

2. As you will note from the directive, in reporting on performance in FY 1973 it will be necessary to assume that you were operating against approved objectives. Consequently you will have to adapt the objectives for the FY 74-75 time frame to FY 1973 or reconstruct such other objectives as you feel you were operating against.

3. A brief review of the DCI objectives which were assigned to you or which you proposed suggests that you should have little difficulty in making this adjustment. For example, the second DCI Objective assigned to you calls for you to "assure that the Data Management Centers will be in full operation and carrying out the designed functions of the SIPS program by the end of FY 1975, at no increase in projected costs." Obviously for you to accomplish this objective by the end of FY 1975 you will have had to achieve substantial progress in FY 1973, including the laying of the necessary groundwork for actions which will be completed in FY 1974 and 1975.

4. Although many of your directorate objectives are tied to actions which are to be accomplished specifically in FY 1974 or FY 1975, I am certain that you will be able to construct the same kind of specific

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objectives against which your FY 1973 performance can be weighed. For example, you could compare the number of security clearance actions handled in FY 1973 versus FY 1972 as related to the number of security personnel involved each year and analyze the associated productivity pattern. I am also sure you will want to pose a training objective against which you will be able to reflect your progress in responding to the DCI's emphasis on training.

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